

Medidata CTMS Document Tracking

eLearning Course Outline

Course Description: This course is intended for users who use Medidata CTMS for document tracking that includes tasks such as generating documents from templates and assigning documents to studies. This course provides descriptions and examples of how to use the features in Medidata CTMS for document tracking.

Approximate Duration¹: 27 mins

Module	Topic
Welcome (1 min)	Welcome
Overview (2 mins)	Overview
Site Document Templates (14 mins)	Create a Site Document Template
	Add Document Activities
	Link Site Document Templates
	Generate Site Document Templates
	Update Generated Documents
	Set up Payments
Site Contact Document Templates (3 mins)	Site Contact Document Templates
Document Tracking Master Search (2 mins)	Document Tracking Master Search
Run Document Tracking Reports (3 mins)	Run Document Tracking Reports
Summary (1 mins)	Summary
Next Steps (1 min)	What to do Next

¹Duration listed is approximated, and does not reflect activities, simulations or assessments